

MILLSTONE TOWNSHIP
OPEN SPACE & FARMLAND PRESERVATION COUNCIL
Meeting Minutes for Thursday, February 23, 2017
215 Millstone Road, Millstone Twp, NJ 08535

Ms. Morelli called the meeting to order at 7:33 PM.

The Secretary read the Adequate Notice.

Roll Call

Present: (8) Butch, Grbelja, Lenzo, Marra, Morelli, Oxley, Scott, Siedman

Absent: (2) Asprocolas, Denardo

Public Comment: Opened and closed at 7:35 PM with no public in attendance.

Approval of Minutes

A Motion to approve the January 26, 2017, minutes was made by Ms. Oxley with a Second offered by Mr. Marra. One change to the January minutes was noted by Ms. Butch. Roll call vote:

AYES: (8) Oxley, Marra, Butch, Grbelja, Lenzo, Morelli, Scott, Siedman,

NAYS: (0)

ABSTAIN: (0)

Correspondence

- Email from County dated 2/7/17 re: Monmouth County Open Space Plan. The County is reaching out to municipalities for input into the Open Space section of the county's master plan.
- Email dated 1/27/17 re: New Grant Funding for Deer Fencing on Preserved Land. The email was forwarded to Council members on 1/27/17.
- CERES (Conservation, Economic Resources and Stewardship) February 2017 Newsletter. The newsletter was distributed on 2/22/17 via email to Council members and has been posted on the Township's website. This is a new publication from the SADC for owners of preserved farms and funding partners. This issue contains an article about the new SADC grant for deer fencing on preserved farms.

Old Business

- ***Monmouth County Municipal Open Space Grant #12-04, Baird Homestead Development Project:*** The project is complete and the paperwork for grant reimbursement will be submitted after the windmill is erected. The windmill will be erected by volunteers.
- ***Monmouth County Municipal Open Space Grant #14-12, Millstone Park Phase 1 Development:*** The grading work has begun.
- ***Monmouth County Municipal Open Space Grant #15-03, Historic ME Church:*** The project is expected to be completed by late spring of 2017.
- ***List of Accomplishments for 2016:*** Ms. Morelli provided a revised list of accomplishments. Council members discussed revisions to the list and partnering with the Agricultural Advisory Council on preservation projects and fundraising events. The updated list will be distributed to Council members and upon approval will be submitted to the Township Committee.
- ***Council Goals for 2017:*** Ms. Morelli read the list of goals for 2017:

- Personally follow up (in coordination with Agricultural Advisory Council) with all landowners who attended the Meet and Greet or who contacted Councils about preservation.
- Identify and assist landowners to submit at least one farmland preservation application and one green acres application to the State.
- Educate and advocate to the residents of Millstone regarding the preservation of farmland and open space.
 - Produce two newsletters, Spring and Fall, in coordination with the Agricultural Advisory Council.
 - Support any Council approved fundraiser.
- Stewardship five municipal open space properties.
- Forum with attorney regarding the Open Public Meetings Act, conflicts of interest and confidentiality of council members and activities.
- Provide a total of 30 hours of training opportunities to council members.

Ms. Butch made a Motion with a Second offered by Ms. Oxley to accept the list of 2017 goals:

AYES: (8) Butch, Grbelja, Lenzo, Marra, Morelli, Oxley, Scott, Siedman,

NAYS: (0)

ABSTAIN: (0)

- **Committee Assignments:** Ms. Morelli provided a form listing the various committees and explained that there is a new committee for site assessment. Council member are asked to submit the form prioritizing their top four committee choices. Each committee will be limited to 4 Council members. The land acquisition committee will be comprised of the Council Chair, Vice Chair and two additional Council members, one of whom will be the Council member responsible for bringing the potential acquisition to the Council, if applicable.

New Business

- **Municipal Open Space Stewardship:** The Township's Recreation and Open Space Inventory and stewardship procedure package were distributed for Council members to review. Ms. Butch explained the steps involved in the stewardship process prior to the actual site visit. All Council members are required to wear Township-issued identification badges and safety vests when conducting site visits. Magnetic signs for cars, similar to the ones used by the Environmental Commission, will be ordered. White Birch open space would be a good property for new members to learn the stewardship process. The Livak Trail easement was never base-lined and also needs to be visited.
- **Budget for 2017:** The proposed budget, which supports the Council's goals for 2017, was distributed for review. Ms. Morelli noted that the budget should reflect the Council's request of \$500.00 for education and \$1,780.00 for the newsletters. Council members also reviewed the Open Space Trust activity report for the period January 2016 through January 2017. C/Grbelja noted that the amount disbursed for the acquisition of the Burnt Tavern Meadows open space property is incorrect.
- **Newsletter:** The Council's list of goals for 2017 includes producing two newsletters, one in Spring and another in Fall, in coordination with the Agricultural Advisory Council. C/Grbelja suggested forming a subcommittee to meet and discuss ideas for articles. Ideas for the spring newsletter, which will be shared with the Ag Council, include the Western Monmouth Trails Team, Monmouth County At-A-Glance, SADC grants for deer fencing, fundraising initiatives, dedicated State funding, preservation funding partners and upcoming events.

- **Clambake / Fundraising:** Ms. Morelli explained that the clambake fundraiser requires a total commitment by the Council, with all members participating. Council members agreed to postpone a decision regarding the clambake fundraiser until next month's meeting.

Events

- **Annual New Jersey Land Conservation Rally:** March 17, 2017, in New Brunswick. Ms. Morelli, Ms. Oxley, Ms. Scott and the Secretary are registered to attend the rally.

Committee Reports: Committee reports were put on hold pending the assignment of Council members to specific committees.

At 9:13 PM, a Motion to move to executive session was made by Mr. Marra with a Second offered by Ms. Morelli. The Secretary read the resolution. Roll call vote:

AYES: (8) Butch, Grbelja, Lenzo, Marra, Morelli, Oxley, Scott, Siedman

NAYS: (0)

ABSTAIN: (0)

At 9:36 PM the Council returned to regular session. Ms. Butch announced that the New Jersey Agriculture Experiment Station at Rutgers University will be sponsoring four half-day tours for legislators and freeholders. The tours are not open to the public. Ms. Butch asked Council members to contact any legislators or freeholders that they know, and encourage them to attend one of the tours. Having no further business to discuss, a Motion to adjourn was made by C/Grbelja with a Second offered by Ms. Oxley and by unanimous vote the meeting adjourned at 9:38 PM.

Respectfully submitted,

Lori Maher
Council Secretary